MANITOBA POSTING REQUIREMENTS

Manitoba’s employment laws require employers to post essential information related to workers' rights, employment standards, health and safety. By having these posters and information readily available, employers fulfil their responsibility to ensure that workers are aware of their rights.

WORKPLACE SAFETY AND HEALTH ACTEmployers covered by the Manitoba *Workplace Safety and Health Act* (the “Act”) must post in the workplace:

* The names of the Workplace Safety and Health Committee (WSHC) members OR
* The name of the Workplace Safety and Health representative
* Compliance reports with improvement orders, if there is no workplace safety and health committee (WSHC) or a worker safety and health representative for the workplace

WORKPLACE SAFETY AND HEALTH REGULATION

Employers covered by the Manitoba *Workplace Safety and Health Regulation* (the “Regulation”) must post in the workplace:

* In accordance with Section 2.3 of the Manitoba Safety and Health Regulations, an employer must provide workers with ready access to the following at the workplace:
  + the Act;
  + each regulation made under the Act that applies to the workplace or to work done at the workplace;
  + each code of practice approved and issued by the director that relates to a regulation under the Act that applies to the workplace or any work done at the workplace
* The names of each Workplace Safety and Health Committee member and the date their term of office expires
* Scheduled dates of all WSHC meetings, the agenda for each meeting and copies of the meeting minutes
* If the workplace has a safety and health representative, employers must post the name of the representative, dates of meetings scheduled and the agenda for all meetings
* Any improvement order, report, or other documentation applicable to the workplace, issued by or recommended to be posted by a safety and health officer
* Any order made by the director under Sec. 21 or 40 of the *Workplace Safety and Health Act*
* A list of the names, contact information and work locations of each first aider in the workplace
* A copy of the workplace violence prevention policy in a conspicuous place or, if posting is not practicable, provide a copy of the violence prevention policy to each worker
* A copy of the harassment prevention policy in a conspicuous place
* Safe work procedures for employees working alone

ADDITIONAL POSTING REQUIREMENTS

* When it is necessary to identify the supply of drinking water, an employer must ensure that the supply has a prominent label that clearly indicates it contains drinking water
* An employer must ensure that each toilet facility at a workplace has a legible sign posted on or near the door leading to each facility, which denotes the sex of those entitled to use a toilet facility
* If required, a warning sign — indicating that any person entering the workplace or work area risks exposure to a noise level that is harmful to hearing — at the entrance to any workplace or work area where the noise level is more than 85 dBA
* Where there is a slipping/tripping or other hazard in an area of the workplace, the employer must post a conspicuous sign at or near the area clearly indicating that it is not to be used (until the hazard is gone)
* An employer and an owner must ensure that, where high voltage electrical switchgear or transformers are located in a workplace,
  + access to the gear or transformers is restricted to persons authorized by the employer; and
  + a warning sign is posted conspicuously